



**T36/10/23**

**ASSESSMENT OF SOUTH AFRICA'S  
COMPETITIVE ADVANTAGE IN THE  
GLOBAL SEMI CONDUCTOR INDUSTRY**

**BID CLOSING DATE:  
10 NOVEMBER 2023 AT 11:00 AM**

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## **SECTION 1: GENERAL CONDITIONS OF BID**

## 1. Proprietary Information

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Industrial Development Corporation of SA Ltd (IDC) considers this Request for Proposal (RFP) and all related information, either written or verbal, which is provided to the respondent, to be proprietary to IDC. It shall be kept confidential by the respondent and its officers, employees, agents and representatives. The respondent shall not disclose, publish, or advertise this RFP or related information to any third party without the prior written consent of IDC.

## 2. Enquiries

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2.1 All communication and attempts to solicit information of any kind relative to this RFP should be channelled **in writing** to:

|                   |  |
|-------------------|--|
| Name:             | Mr Luyanda Dlamini   |
| Telephone Number: | +27 11 269 3767  |
| Email address:    | <a href="mailto:luyandad@idc.co.za">luyandad@idc.co.za</a> |

2.2 Enquiries in relation to this RFP will not be entertained after **16h00 on 08 November 2023**.

2.3 The enquiries will be consolidated, and IDC will issue one response and such response will be posted, within two days after the last day of enquiries, onto the IDC website ([www.idc.co.za](http://www.idc.co.za)) under tenders i.e., next to the same RFP document.

2.4 The IDC may respond to any enquiry in its absolute discretion and the bidder acknowledges that it will have no claim against the IDC on the basis that its bid was disadvantaged by lack of information, or inability to resolve ambiguities.

## 3. Bid Validity Period

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Responses to this RFP received from bidders will be valid for a period of **120** days counted from the bid closing date.

## 4. Instructions on submission of Bids

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4.1 Bid responses must be submitted in electronic format only and must be e-mailed to the dedicated e-mail address as provided herein.

4.2 Bid responses should be in generally acceptable / standard electronic file format/s (i.e., Microsoft suite of products or pdf) to enable access thereto by the IDC for purposes of evaluating responses received. Where documents are presented in a format which cannot be accessed by the IDC through generally acceptable formats, such bid response will be disqualified.

4.3 The closing date for the submission of bids is **10 November 2023** not later than **11:00 AM (before midday)**. No late bids will be considered. Bids must **only** be uploaded on **IDC e-tender portal**, any tender submitted by other means than the one specified herein will be disqualified and will not be considered for evaluation.

4.4 The IDC will not be held responsible for any of the following:

- 4.4.1 bid responses not submitted via IDC e-tender portal;
- 4.4.2 bid responses being inaccessible due to non-standard electronic file formats being utilised to submit responses by bidders;

- 4.4.3 any security breaches and unlawful interception of tender / bid responses by third parties outside the IDC's IT network domain;
- 4.4.4 bid responses received late due to any IT network related congestions and/or technical challenges; and

4.5 Where a complete bid response (Inclusive of all relevant Schedules) is **not uploaded on the IDC e-tender portal** by the closing date and time, such a bid response will be regarded as incomplete. Such incomplete bid will be disqualified.

4.6 Amended bids may be uploaded **before** the closing date and time of the bid.

## **5. Preparation of Bid Response**

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- 5.1 All the documentation submitted in response to this RFP must be in English.
- 5.2 The bidder is responsible for all the costs that it shall incur related to the preparation and submission of the bid document.
- 5.3 Bids submitted by bidders which are or are comprised of companies must be signed by a person or persons duly authorised thereto by a resolution of the applicable Board of Directors, a copy of which Resolution, duly certified, must be submitted with the bid.
- 5.4 The bidder should check the numbers of the pages of its bid to satisfy itself that none are missing or duplicated. No liability will be accepted by IDC in regard to anything arising from the fact that pages of a bid are missing or duplicated.
- 5.5 Bidder's tax affairs with SARS must be in order (tax compliant status) and bidders must provide written confirmation to this effect as part of their tender response.

## **6. Supplier Performance Management**

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Supplier Performance Management is viewed by the IDC as a critical component in ensuring value for money acquisition and good supplier relations between the IDC and all its suppliers.

The successful bidder shall upon receipt of written notification of an award, be required to conclude a Service Level Agreement (SLA) with the IDC, which will form an integral part of the supply agreement. The SLA will serve as a tool to measure, monitor, and assess the supplier performance and ensure effective delivery of service, quality and value-add to IDC's business.

Successful bidders will be required to comply with the above condition, and also provide a scorecard on how their product / service offering is being measured to achieve the objectives of this condition.

## **7. Enterprise and Supplier Development**

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The IDC promotes enterprise development. In this regard, successful bidders may be required to mentor SMMEs and/ or Youth-Owned businesses. The implications of such arrangement will be subject to negotiations between the IDC and the successful bidder.

## **8. IDC's Rights**

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- 8.1 The IDC is entitled to amend any bid condition, bid validity period, RFP specification, or extend the bid closing date, all before the bid closing date. All bidders, to whom the RFP documents have been issued and where the IDC have record of such bidders, may be advised in writing of such amendments in good time and any such changes will also be posted on the IDC's website under the relevant tender information. All prospective bidders

should therefore ensure that they visit the website regularly and before they submit their bid response to ensure that they are kept updated on any amendments in this regard.

- 8.2 The IDC reserves the right not to accept the lowest priced bid or any bid in part or in whole. It normally awards the contract to the bidder who proves to be fully capable of handling the contract and whose bid is functionally acceptable and/or financially advantageous to the IDC.
- 8.3 The IDC reserves the right to award this bid as a whole or in part.
- 8.4 The IDC reserves the right to conduct site visits at bidder's corporate offices and / or at client sites if so required.
- 8.5 The IDC reserves the right to consider the guidelines and prescribed hourly remuneration rates for consultants as provided in the **National Treasury Instruction 02 of 2016/2017: Cost Containment Measures**, where relevant.
- 8.6 The IDC reserves the right to request all relevant information, agreements, and other documents to verify information supplied in the bid response. The bidder hereby gives consent to the IDC to conduct background checks, including FICA verification, on the bidding entity and any of its directors / trustees / shareholders / members.
- 8.7 The IDC reserves the right, at its sole discretion, to appoint any number of vendors to be part of this panel of service providers, if applicable (i.e., where a panel is considered).
- 8.8 The IDC reserves the right of final decision on the interpretation of its tender requirements and responses thereto.
- 8.9 The IDC reserves the right to consider professional conduct and experiences it had with any bidder which rendered similar services to the IDC in the past 5 years over and above the references put forward by the bidder in its response.

## **9. Undertakings by the Bidder**

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- 9.1 By submitting a bid in response to the RFP, the bidder will be taken to offer to render all or any of the services described in the bid response submitted by it to the IDC on the terms and conditions and in accordance with the specifications stipulated in this RFP document.
- 9.2 The bidder shall prepare for a possible presentation should IDC require such and the bidder will be required to make such presentation within five (5) days from the date the bidder is notified of the presentation. Such presentation may include a practical demonstration of products or services as called for in this RFP.
- 9.3 The bidder agrees that the offer contained in its bid shall remain binding upon him/her and receptive for acceptance by the IDC during the bid validity period indicated in this RFP and its acceptance shall be subject to the terms and conditions contained in this RFP document read with the bid.
- 9.4 The bidder furthermore confirms that he/she has satisfied himself/herself as to the correctness and validity of his/her bid response; that the price(s) and rate(s) quoted cover all the work/item(s) specified in the bid response documents; and that the price(s) and rate(s) cover all his/her obligations under a resulting contract for the services contemplated in this RFP; and that he/she accepts that any mistakes regarding price(s) and calculations will be at his/her risk.
- 9.5 The successful bidder accepts full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under the supply agreement and SLA to be concluded with IDC, as the principal(s) liable for the due fulfilment of such contract.
- 9.6 The bidder accepts that all costs incurred in the preparation, presentation and demonstration of the solution offered by it shall be for the account of the bidder. All supporting

documentation and manuals submitted with its bid will become IDC property unless otherwise stated by the bidder/s at the time of submission.

## 10. Reasons for disqualification

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10.1 The IDC reserves the right to disqualify any bidder which does any one or more of the following, and such disqualification may take place without prior notice to the offending bidder, however the bidder will be notified in writing of such disqualification:

- 10.1.1 bidders whose Tax Status is non-compliant on the Central Supplier Database (CSD), after they have been notified accordingly and still remain non-compliant;
- 10.1.2 bidders who submit incomplete information and documentation according to the requirements of this RFP document;
- 10.1.3 bidders who submit information that is fraudulent, factually untrue, or inaccurate information;
- 10.1.4 bidders who receive information not available to other potential bidders through fraudulent means;
- 10.1.5 bidders who do not comply with any of the **mandatory requirements** as stipulated in the RFP document;
- 10.1.6 bidders who fail to comply with POPIA requirements as listed herein.

## 11. Returnable Schedules

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Bidders shall submit their bid responses in accordance with the returnable schedules specified below (each schedule must be clearly marked):

11.1 **Cover Page:** (the cover page must clearly indicate the RFP reference number, bid description and the bidder's name)

11.2 **Schedule 1:**

- 11.2.1 Executive Summary (explaining how you understand the requirements of this RFP and the summary of your proposed solution)
- 11.2.2 Annexure 1 of this RFP document (duly completed and signed)

11.3 **Schedule 2**

- 11.3.1 Copy of Board Resolution, duly certified;
- 11.3.2 Originally certified copy of ID document for the Company Representative
- 11.3.3 Annexure 2 of this RFP document (duly completed and signed);
- 11.3.4 Annexure 3 of this RFP document (duly completed and signed);
- 11.3.5 Annexure 4 of this RFP document (duly completed and signed);
- 11.3.6 Response to Annexure 6: BEE Commitment Plan

11.3.7 Bidders must submit a B-BBEE verification certificate. For Exempted Micro Enterprises (EME) with an annual revenue of less than R10 million and Qualifying Small Enterprises (QSE) with an annual revenue of between R10 million and R50 million per annum, a sworn affidavit confirming the annual total revenue and level of black ownership may be submitted. Any misrepresentation in terms of the declaration constitutes a criminal offence as set out in the B-BBEE Act as amended.

**Note: If a bidder is a Consortium, Joint Venture or Prime Contractor with Subcontractor(s), the documents listed above must be submitted for each Consortium/ JV member or Prime Contractor and Subcontractor(s).**

- 11.3.8 Annexure 7 of this RFP document (duly responded to)
- 11.3.9 Annexure 8 of this RFP document (duly completed and signed, if applicable);
- 11.3.10 Annexure 9 of this RFP document (duly completed and signed);
- 11.3.11 Statement of Financial Position of the Bidder: Latest Audited Financial Statements (where applicable in terms of the Company's Act) and/or independently reviewed financial statements and/or Cashflow Budget for new entities with no financial records.
- 11.3.12 Copy of Joint Venture/ Consortium/ Subcontracting Agreement duly signed by all parties (if applicable)

**11.4 Schedule 3:**

- 11.4.1 Response to Section 2 of this document, in line with the format indicated in this RFP document.
- 11.4.2 Annexure 5 of this RFP document duly completed and signed.

**11.5 Schedule 4: Price Proposal (response to Section 3 of this RFP document) (Must be submitted as a separate file/document marked Schedule 4: Price Proposal)**

## **12. Evaluation Criteria and Weightings**

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Bids shall be evaluated in terms of the following process:

**12.1 Phase 1: Initial Screening Process:** During this phase, bid responses will be reviewed for purposes of assessing compliance with RFP requirements including the general bid conditions and also the Specific Conditions of Bid, which requirements include the following:

- Verification of Central Supplier Database (CSD) registration, Company Registration status, tax compliance status and any other relevant checks conducted on CSD.
- Submission of ID copy for the Company Representative as referenced in 12.3.4 above.
- BEE Status Certification as referenced in 12.3.11 above.
- Completion of all Standard Bidding Documents and other requirements, as reflected in this RFP, which covers the following:
  - Section 2: Statement of compliance with the Functional Evaluation Criteria for this RFP
  - Section 3: Cost Proposal and Price Declaration Form
  - Annexure 1: Acceptance of Bid Conditions
  - Annexure 2: Tax Compliance Requirements
  - Annexure 3: Bidder's Disclosure
  - Annexure 4: Shareholders' Information/ Group Structure
  - Annexure 5: Bidders Experience & Project Team
  - Annexure 6: BEE Commitment Plan
  - Annexure 7: Disclosure Statement
  - Annexure 8: Privacy & Protection of Personal Information Act 4 of 2013 Requirements

Failure to comply with the requirements assessed in Phase 1 (compliance), may lead to disqualification of bids.

## 12.2 Phase 2: Technical/ Functionality Evaluation

Bid responses will be evaluated in accordance with the Functional criteria as follows:

### 12.2.1 Mandatory Functional/ Technical Requirements

All bid responses that do not meet the Mandatory Functional Requirements will be disqualified and will not be considered for further evaluation on the Other Functional Requirements. The Mandatory Functional Requirements are stated in section 2 of this RFP document.

**Failure to comply with the Mandatory Functional Requirements assessed in this phase will lead to disqualification of bids.**

### 12.2.2 Other Functional/ Technical Requirements

With regards to the other Functional Requirements, the following criteria (set out in more detail in section 2 of this RFP document) and the associated weightings will be applicable:

| ELEMENT   | WEIGHT      |
|---|-------------|
| Bidder's experience   | 20%         |
| Proposed methodology, project plan and research models              | 30%         |
| Qualifications, skills, and experience of the proposed team leader  | 20%         |
| Qualifications, skills, and experience of the proposed team members | 20%         |
| Skills transfer plan  | 10%         |
| <b>TOTAL</b>  | <b>100%</b> |

**Note: The minimum qualifying score for functionality is 70%. All bidders that fail to achieve the minimum qualifying score on functionality shall not be considered for further evaluation on Price and Specific Goals.**

## 12.3 Phase 3: Preference Point System

All bids that achieve the minimum qualifying score for Functionality (acceptable bids) will be evaluated further in terms of the preference point system, as follows:

| CRITERIA                    | POINTS            |
|-----------------------------|-------------------|
| Price                       | 80                |
| Specific Goals <sup>1</sup> | 20                |
| <b>TOTAL</b>                | <b>100 points</b> |

<sup>1</sup> Specific Goals for this tender and points that may be claimed are indicated per table below:

| <b>SPECIFIC GOALS</b>   | <b>POINTS</b>         |
|---|-----------------------|
|   | <b>(80/20 system)</b> |
| Black ownership <sup>2</sup>  | 10                    |
| 30% Black women ownership   | 5                     |
| Any % of ownership by Black Designated Groups <sup>3</sup>  | 2                     |
| Reconstruction Development Programme Objective: Promotion of SMMEs (Entities that are EME or QSE) | 3                     |
| <b>TOTAL POINTS</b>   | <b>20</b>             |

<sup>2</sup> Black ownership: 100% black owned entities will score the full 10 points, and between 51% - 99.99% black owned entities will score 4 points.

<sup>3</sup> Black Designated Groups has the meaning assigned to it in the codes of good practice issued in terms of section 9(1) of the Broad-Based Black Economic Act as amended.

#### **12.4 Phase 4: Objective Criteria**

To ensure that a contract is awarded fairly and to the best bidder, the IDC will apply the objective criteria. Therefore, the IDC reserves the right to withhold the award of a contract to the highest scoring bidder if the award poses a risk to the IDC.

Objective Criteria are:

- The bidder that poses reputational risk to the IDC. This will be assessed in line with the bidder's disclosure (Refer to Annexure 7: Disclosure statement of this document).
- The bidder's financial capability in relation to the execution of the contract.
- The bidder's past performance in IDC contracts.

### **13. Promotion of Emerging Black owned Service Providers**

It is the IDC's objective to promote transformation across all industries and/ or sectors of the South African economy and as such, bidders are encouraged to partner with a black owned entity (being 50%+1 black owned and controlled). Such partnership may include the formation of a Joint Venture and/ or subcontracting agreement etc., where a portion of the work under this tender would be undertaken by black owned entities. To give effect to this requirement, bidders are required to submit a partnership / subcontracting proposal detailing the portion of work to be outsourced, level of involvement of the black owned partner and where relevant, submit either a consolidated B-BBEE scorecard or each bidder of the partnership in their individual capacity to submit a BEE certificate or Sworn Affidavit in case of an EME or QSE which will be considered as part of the Specific Goals scoring listed in 13.3.

## **SECTION 2: FUNCTIONAL REQUIREMENTS SPECIFICATION**

## **SECTION 2: FUNCTIONAL REQUIREMENTS SPECIFICATION**

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### **1. Special instructions to bidders**

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- 1.1 Should a bidder have reason to believe that the Functional Requirements are not open/fair and/or are written for a particular service provider; the bidder must notify IDC Procurement within five (5) days after publication of the RFP.
- 1.2 Bidders shall provide full and accurate answers to the questions posed in this RFP document, and, where required explicitly state “Comply/Not Comply” regarding compliance with the requirements. Bidders **must** substantiate their response to all questions, including full details on how their proposal/solution will address specific functional/ technical requirements; failure to substantiate may lead to the bidder being disqualified. All documents as indicated must be supplied as part of the bid response.
- 1.3 Failure to comply with Mandatory Requirements may lead to the bidder being disqualified.

### **2. Purpose**

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The IDC administers the Industrial Policy Support Fund (IPSF) on behalf of the Department of Trade, Industry and Competition (**“the dtic”**). This tender is therefore facilitated by the IDC on behalf of **the dtic**.

**the dtic** wishes to appoint a service provider to undertake research work to assess South Africa’s competitive advantage in the semi-conductor industry and to present a plan on how to gradually build an industry base to service existing sectors and target the African continent.

The appointed service provider will work closely with **the dtic** and other relevant industry stakeholders in and outside of government. These include relevant industry groupings, manufacturers and procurers of electronic devices.

### **3. Background Information**

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South Africa has a diverse electronics sector that ranges from electrical machinery, household appliances, and telecommunications equipment to consumer electronics.

The electronics industry continues to show potential for expansion driven by consumer demand for smarter products that monitor or control more of the common activities in which households and industry engages. These demands have been met by the utilization and development of new materials, components, and manufacturing technology. However, the local industry faces serious challenges, chief of which is the global shortage of semiconductors. This became more evident during the recent lockdown as a result of the breakout of the Covid-19 pandemic, which restricted the movement of goods and services between countries. This period was characterised by a long lockdown, whereby imported chips could not reach the country.

Following the development of a Sector Support Action Plan for Printed Circuit Boards, which culminated into a stakeholder workshop, senior members of manufacturing firms and Industry Associations from most of the sub sectors, which are users of PCBs, expressed an urgent need to address the recommendations from the Action Plan. One such recommendation was to urgently investigate South Africa’s competitive advantage in the semi-conductor industry emanating from the negative impact that the global shortage of semiconductors, also known as chips, has had in their productivity levels.

This request for proposals is therefore to undertake research work to assess South Africa's competitive advantage in the semi-conductor industry and to present a plan on how to gradually build an industry base to service existing sectors and target the African continent. The research will analyse South Africa's niche opportunity in this space, based on available capacity and capability.

#### **4. Problem Statement**

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The supply of chips has been disturbed by pandemic-related shutdowns affecting production hubs, as well as a surge in demand for products, which use the chips. As a result, the supply chain for microchips is expected to be disrupted for a longer period.

The semiconductor industry, which makes vital components for the technologies consumers depend on, hit the headlines recently, albeit for the bad reasons. Supply shortages led to bottlenecks in the production of everything. This highlighted how tiny chips are critical to the smooth functioning of the global economy. In many ways, our world is "built" on semiconductors.

Most mechanical products are becoming increasingly digital, and every vertical sector is becoming ever more reliant on digitization.

The demand for electronic or smart devices is expected to grow for some years to come, as there has been a significant uptick in demand for internet access because of the pandemic and remote working and learning.

South Africa needs an electronics-manufacturing base, which could also be used as a key competence to develop a unique value proposition to further position this country as one of the strategic investment destinations for electronics manufacturing, considering the massive investments by other countries in the manufacturing of products for the fourth Industrial Revolution.

South Africa also needs to take advantage of its geographic location, which makes it a suitable point of entry to other African countries.

#### **5. Objectives**

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The objective is to assess the global industry on a value chain basis and identify South Africa's window of opportunity to participate as a global player in the sector. In addition, the research should analyse what interventions could be implemented to support the establishment of the semiconductor industry locally. Since there are different types of semiconductor manufacturing plants globally, the research should identify South Africa's niche opportunity in this space, based on available capacity and capability.

#### **6. Methodology**

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The service provider is expected to clearly stipulate the approach and provide a systematic explanation of the proposed process to reach the result of the brief.

It will be imperative for the service provider to outline in the methodology why a particular method was chosen, and what the pros, cons and risk factors are.

The use of appropriate research techniques or approaches based on the need to involve and achieve the highest participation rate possible of individual companies'/ industry associations into the process.

The service provider will also identify stakeholders to engage in the process. Therefore, an indication that the bidder understands this industry is crucial and therefore the bidder must indicate which stakeholders will be identified.

## **7. Scope of work/Terms of reference**

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The proposed minimum scope of work required under the project will include among others:

- The assessment of the global industry on a value chain basis.
- An identification of opportunities for South Africa as an investment destination and at what tier are the opportunities.
- An identification of opportunities for South African manufacturers, service providers or suppliers from other sub sectors.
- Making recommendations for consideration into interventions driven by stakeholders to support the establishment of the first African Semiconductor Manufacturing industry.
- An estimation of what impact the interventions would yield if correctly implemented.
- Identification of international and domestic regulatory bodies and applicable regulations.
- An in-depth analysis of the impact the global shortage of semiconductors had on the local electronics industry.
- Identify any tariff barriers and propose tariff remedies to ease the cost of local production.
- Propose measures to mitigate against a negative impact in the event of future catastrophes similar to the Covid-19 pandemic.
- Recommend support measures that could be applied by government and the private sector to attract domestic and foreign direct investments into the manufacturing of semiconductors.
- Identify different government and private sector stakeholders across the country who could play a role in the development of the semi-conductor industry.
- Identify opportunities presented by the African Continental Free Trade Area (AfCFTA) for South Africa.
- Making a suite of recommendations, including a blueprint implementation plan to support the establishment of the semiconductor industry locally.

## **8. Deliverables**

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The service provider will be required to submit the following:

- A detailed Work Plan;
- An inception report which will be presented to the project steering committee;
- Weekly updates to the Project Leader on the status of the project;
- Tabling of milestones at different stages of the project in written and presentation format for approval to the Project Steering Committee as per project plan;
- Draft final report; and
- Final report recommendations, action to undertake, and expected outcomes, impacts and sustainability.

The appointed service provider and **the dtic** will have an inception meeting at the beginning of the project. The purpose of this meeting will be to discuss and agree on project objectives, methodology, implementation plan, project team, project management and reporting structure and project milestones and deliverables as would have been outlined in the bid proposal.

## **9. Skills Transfer Plan**

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The bidder must provide a skills transfer plan to accommodate five (5) **dtic** officials. The bidder is required to outline the skills transfer plan as part of this proposal. The plan should outline activities that will be performed by **the dtic** employees before, during, and after project completion, furthermore, a mentor should be assigned to monitor and evaluate work of **the dtic** officials, followed by a detailed report on performance of each the officials. The skills transfer plan should indicate in which phases of the project plan will **the dtic** officials be involved, what skills will be transferred to them during their involvement in these phases and how this will be carried out.

**the dtic** will closely monitor the implementation and progress of skills transfer to **the dtic** employees. This is to adhere to the circular *“Findings of the Auditor-General’s report on the use of consultants at selected National Departments”* issued by the Department of Public Service and Administration (DPSA). It is stated in the circular that *“contracts for the use of consultants should be tied to training and transfer of skills from consultants to departmental staff and that this provision should be optimally applied and monitored.”*

## **10. Project timelines**

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The appointed service provider will be required to start immediately and complete the project within a period of twelve (12) months.

## 11. Technical evaluation criteria

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### 11.1 Technical Requirements

The service provider must indicate their compliance/non-compliance to the following requirements and to substantiate as required. The bidder must respond in the format below, where additional information is provided/ attached somewhere else; such information must be clearly referenced.

| 11.1.1 BIDDER'S EXPERIENCE  | Comply | Partially Comply | Not Comply |
|---|--------|------------------|------------|
| <p>The bidder must demonstrate clear understanding of the dtic's objectives on Industrial Competitiveness, the Re-imagined industrial strategy and the dynamism of the Electrotechnical sector, specifically the electronics industry.</p> <p>The bidder is required to have a minimum of ten (10) years relevant experience in delivering similar services.</p> <p>To substantiate, the bidder must provide a minimum of seven (7) case studies of projects where they provided similar services.</p> <p>These references are to be <u>either in the Electronics Industry or Electrotechnical sector.</u></p> <p>Please refer to <b>Table (a)</b> of <b>Annexure 5</b> of this document for the format in which the required information must be provided.</p> |        |                  |            |
| <b>Substantiate / Comments</b>  |        |                  |            |

| 11.1.2 BIDDER'S PROPOSED METHODOLOGY, RESEARCH MODELS AND PROJECT PLAN  | Comply | Partially Comply | Not Comply |
|---|--------|------------------|------------|
| <p>The bidder is required to clearly stipulate the following as part of their proposed methodology:</p> <ul style="list-style-type: none"> <li>• Step-by-step explanation of the proposed process to reach the result of this requirement;</li> <li>• Reasons for why a particular methodology was chosen;</li> <li>• The pros and cons of the chosen methodology;</li> <li>• Risks and mitigating factors associated with the proposed methodology;</li> <li>• Appropriate research techniques or approaches based on the need to involve and achieve the highest participation rate possible of individual companies'/industry associations into the process;</li> <li>• A list of stakeholders which will be engaged in the process;</li> <li>• An effective stakeholder facilitation and engagement model;</li> <li>• Mitigation controls in the event of stakeholder engagement breakdowns or challenges; and</li> <li>• Consultation model on how the interaction with global manufacturers of semiconductors will be conducted.</li> </ul> <p><b>It is required that bidders clearly articulate each of the above listed points in their response to this criterion.</b></p> <p>The bidder is also required to <u>provide a detailed project plan and a project risk register</u>. The project plan must include, amongst others key timelines within a period not longer than twelve (12) months from commencement date. The plan must indicate the key activities, timelines, and milestones/deliverables.</p> |        |                  |            |
| <b>Substantiate / Comments</b>  |        |                  |            |

| 11.1.3 QUALIFICATIONS, SKILLS, AND EXPERIENCE OF THE PROPOSED TEAM LEADER   | Comply | Partially Comply | Not Comply |
|---|--------|------------------|------------|
| <p>The proposed team leader is required to have a clear understanding of the dtic's objectives on Industrial Competitiveness, the Re-Imagined Industrial Strategy, and the dynamism of the Electronics.</p> <p>The <b>team leader</b> is required to have a <b>minimum of fifteen (15) years</b> proven track record and relevant experience in Electronics research coupled with project management experience and good understanding of the dynamism of the Electronics sector.</p> <p>The experience should be proven by the provision of a minimum of five <b>(5) similar previous projects completed</b> in the past ten (10) years for the Electrotechnical sector.</p> <p>The references should detail the type of projects, the period of the projects, the magnitude of the projects, the role of the project team leader and the result of the projects.</p> <p>The team leader must also have a relevant Post Graduate qualification in either <b>Electronics, Electrical, Mechanical, Industrial Engineering or Computer Sciences</b>. In the case of an Engineering qualification, the project team leader must be a Professional Engineer (Pr. Eng.) registered with the Engineering Council of South Africa (ECSA).</p> <p>To further substantiate, the bidder <b>must</b> submit, as part of its proposal a <b>detailed CV of the team leader</b>, which clearly highlights qualifications, areas of experience/competence relevant to the tasks and objectives of this project as outlined above.</p> <p>Please refer to <b>Table (b)</b> of <b>Annexure 5</b> of this document for the format in which the required information must be provided.</p> |        |                  |            |

**Substantiate / Comments**

| 11.1.4 QUALIFICATIONS, SKILLS, AND EXPERIENCE OF THE PROPOSED TEAM MEMBERS   | Comply | Partially Comply | Not Comply |
|--|--------|------------------|------------|
| <p><u>Each team member</u> <b>MUST</b> have a minimum of seven (7) years proven track record and relevant experience in Economic Development research and good understanding of the dynamism of the Electronics sector and extensive knowledge of and expertise in economic development research studies. The experience should be <b>proven</b> by the provision of a <b>minimum of three (3) similar previous projects</b> completed by <b>each team member</b> in the past five (5) years in the Electrotechnical sector.</p> <p>The references should detail the type of projects, the period of the projects, the magnitude of the projects, the role of the project team leader and the result of the projects.</p> <p>Each team member must have a relevant tertiary qualification in either:</p> <ul style="list-style-type: none"> <li>• Economics/Business Administration/Econometrics.</li> </ul> <p>At <b>least two (2) of the team members</b> <b>MUST</b> have a relevant tertiary qualification in either Electronics, Electrical, Mechanical, Industrial Engineering or Computer Sciences.</p> <p>To further substantiate, the bidder <b>must</b> submit, as part of its proposal, the following:</p> <ul style="list-style-type: none"> <li>• <b>CVs of team members</b>; and the CVs must clearly highlight qualifications, areas of experience/competence relevant to the tasks and objectives of this project as outlined above.</li> </ul> <p>Please refer to <b>Table (c)</b> of <b>Annexure 5</b> of this document for the format in which the required information must be provided.</p> |        |                  |            |
| <p><b>Substantiate / Comments</b></p>  |        |                  |            |

| 11.1.5 SKILLS TRANSFER PLAN   | Comply | Partially Comply | Not Comply |
|---|--------|------------------|------------|
| <p>As part of their submission, the bidder is required to provide a skills-transfer plan to build <b>the dtic</b> human resource capacity.</p> <p>The bidder <b>must</b> provide a <b>skills transfer plan</b> that will articulate how skills transfer will take place with <b>the dtic</b> over the period of the project to build capacity in the research methodology relevant to the scope of this project. The plan must also demonstrate relevant tools, knowledge databases and provide research training to nominated staff member(s) of <b>the dtic</b>.</p> <p>As a minimum, this should involve providing research training for two (2) nominated staff member(s) of <b>the dtic</b> at an entry level. The service provider is required to outline a detailed skills transfer plan as part of this proposal which must include, amongst others, the following:</p> <ul style="list-style-type: none"> <li>• An actual plan of how skills will be transferred to nominated officials and associated timelines;</li> <li>• Indication of the stages during the work where the dtic officials will be involved; and</li> <li>• Provide a list of courses/training programmes to be offered to the nominated <b>dtic</b> officials.</li> <li>• Indication of the skills which the nominated dtic officials will acquire after the completion of the project.</li> <li>• After project skills transfer monitoring framework to be utilised by <b>the dtic</b>.</li> </ul> |        |                  |            |
| <p><b>Substantiate / Comments</b></p>   |        |                  |            |

### **SECTION 3: PRICE PROPOSAL**

## SECTION 3: Cost Proposal

---

1. **NOTE: All prices must be VAT inclusive (where applicable) and must be quoted in South African Rand (ZAR).**

2. Are the rates quoted firm for the full period of the contract?

|     |    |
|-----|----|
| YES | NO |
|-----|----|

**Important:** If not firm for the full period, provide details of the basis on which price adjustments shall be applied e.g., CPI etc.

3. All additional costs associated the bidder's offer must be clearly specified and included in the Total Bid Price.

|   |     |    |
|---|-----|----|
| 4. Is the proposed bid price linked to the exchange rate? | Yes | No |
|   |     |    |

***If yes, the bidder must indicate CLEARLY which portion of the bid price is linked to the exchange rate:***

|  |        |            |
|--|--------|------------|
| 5. Payments will be linked to specified deliverables after such deliverables have been approved by the IDC. Payments will be made within 30 days from date of invoice. | Comply | Not Comply |
|  |        |            |

|   |        |            |
|---|--------|------------|
| 6. The IDC reserves the right to consider the guidelines on consultancy rates as set out in the <b>National Treasury Instruction 02 of 2016/2017: Cost Containment Measures</b> which took effect from 01 January 2014, where relevant.<br><br>The bidder must indicate if their proposed rates are in line with the provisions of the referenced National Treasury Instruction: Cost Containment Measures. | Comply | Not Comply |
| Substantiate / Comments   |        |            |

## 7. COSTING MODEL

| Activity/ Deliverable   | Resource(s) | Rate/Hour per resource | Number of hours | Total Cost (VAT Excl.) |
|---|-------------|------------------------|-----------------|------------------------|
| <b>Inception Report</b>   |             |                        |                 |                        |
|   |             |                        |                 |                        |
|   |             |                        |                 |                        |
|   |             |                        |                 |                        |
| <b>Situational Analysis Report</b>  |             |                        |                 |                        |
|   |             |                        |                 |                        |
|   |             |                        |                 |                        |
|   |             |                        |                 |                        |
| <b>Assessment of the global industry on a value chain basis</b>   |             |                        |                 |                        |
|   |             |                        |                 |                        |
|   |             |                        |                 |                        |
|   |             |                        |                 |                        |
| <b>Identification of opportunities for South Africa as an investment destination and at what tier are the opportunities</b>   |             |                        |                 |                        |
|   |             |                        |                 |                        |
|   |             |                        |                 |                        |
|   |             |                        |                 |                        |
| <b>Identification of opportunities for South African manufacturers, service providers or suppliers from other sub sectors</b>   |             |                        |                 |                        |
|   |             |                        |                 |                        |
|   |             |                        |                 |                        |
|   |             |                        |                 |                        |
| <b>Recommendations for consideration into interventions driven by stakeholders to support the establishment of the first African Semiconductor Manufacturing industry</b> |             |                        |                 |                        |
|   |             |                        |                 |                        |
|   |             |                        |                 |                        |
|   |             |                        |                 |                        |
| <b>Estimation of what impact the interventions would yield if correctly implemented</b>   |             |                        |                 |                        |
|   |             |                        |                 |                        |
|   |             |                        |                 |                        |

| Activity/ Deliverable  | Resource(s) | Rate/Hour per resource | Number of hours | Total Cost (VAT Excl.) |
|--|-------------|------------------------|-----------------|------------------------|
|  |             |                        |                 |                        |
| <b>Identification of international and domestic regulatory bodies and applicable regulations</b>   |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
| <b>In-depth analysis of the impact the global shortage of semiconductors had on the local electronics industry</b>   |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
| <b>Propose measures to mitigate against a negative impact in the event of future catastrophes similar to the Covid-19 pandemic</b>   |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
| <b>Recommend support measures that could be applied by government and the private sector to attract domestic and foreign direct investments into the manufacturing of semiconductors</b> |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
| <b>Identify different government and private sector stakeholders across the country who could play a role in the development of the semi-conductor industry</b>                          |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
| <b>Identify opportunities presented by the African Continental Free Trade Area (AfCFTA) for South Africa</b>   |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
| <b>Make a suite of recommendations, including a blueprint implementation plan to support the establishment of the semiconductor industry locally</b>                                     |             |                        |                 |                        |
|  |             |                        |                 |                        |

| Activity/ Deliverable                    | Resource(s) | Rate/Hour per resource | Number of hours | Total Cost (VAT Excl.) |
|--|-------------|------------------------|-----------------|------------------------|
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
| <b>Primary Research Report</b>           |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
| <b>Draft Final Report</b>                |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
| <b>Stakeholder Workshop</b>              |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
| <b>Final Report With Recommendations</b> |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
| <b>Skills Transfer Plan</b>              |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
|  |             |                        |                 |                        |
| <b>Disbursements</b>                     |             |                        |                 |                        |
| <b>TOTAL BID PRICE (VAT EXCL.)</b>       |             |                        |                 |                        |
| <b>VAT (15%) if applicable</b>           |             |                        |                 |                        |
| <b>TOTAL BID PRICE (VAT INCL.)</b>       |             |                        |                 |                        |

**Notes:** Disbursements (incidental expenses other than professional fees e.g., travel and accommodation, printing costs, venue hire, and equipment hire etc.) must be clearly defined, outlining all assumptions. It is of utmost importance to submit clear and comprehensive cost proposals to allow the IDC to fairly compare bid price / cost proposals. If there is no additional fee envisaged for Disbursements, then the bidder must clearly indicate "No Charge / Free of Charge". Failure to clearly indicate this, would result in IDC penalising your bid response by taking the cost of the highest bidder and adding 50% thereto and apply this rate for purposes of price comparisons. Bidders are therefore requested to respond clearly and comprehensively on this aspect of their bid response.

**The bidder must provide a detailed breakdown of the Disbursements as follows:**

| Cost Element               | Cost (VAT Excl.) |
|----------------------------|------------------|
|                            |                  |
|                            |                  |
|                            |                  |
|                            |                  |
|                            |                  |
| <b>Total Disbursements</b> |                  |

## **9 SUMMARY OF THE PROPOSAL**

| DESCRIPTION                            | BIDDER'S PROPOSAL |
|--|-------------------|
| <b>Number of resources (personnel)</b> |                   |
| <b>Project duration (in hours)</b>     |                   |
| <b>Project duration (in months)</b>    |                   |

## Price Declaration Form

Dear Sir,

Having read through and examined the Request for Proposal (RFP) Document, RFP no. **T36/10/23**, the General Conditions, and all other Annexures to the RFP Document, we offer for a study to assess South Africa's Competitive Advantage in the Global Semiconductor Industry as specified in this RFP document.

R..... **(Including VAT)**

**In words**

..... **(Including VAT)**

We confirm that this price covers all activities associated with the service, as called for in the RFP document. We confirm that IDC will incur no additional costs whatsoever over and above this amount in connection with the provision of this service.

We undertake to hold this offer open for acceptance for a period of 120 days from the date of submission of offers. We further undertake that upon final acceptance of our offer, we will commence with the provision of the required service when required to do so by the IDC.

We understand that you are not bound to accept the lowest or any offer, and that we must bear all costs which we have incurred in connection with preparing and submitting this bid.

We hereby undertake for the period during which this bid remains open for acceptance, not to divulge to any persons, other than the persons to whom the bid is submitted, any information relating to the submission of this bid or the details therein except where such is necessary for the submission of this bid.

**SIGNED**

**DATE**

(Print name of signatory)

Designation

**FOR AND ON BEHALF  
OF:**

COMPANY  
NAME

Tel No

Fax No

Cell No

## **SECTION 4: ANNEXURES**

## Annexure 1: Acceptance of Bid Conditions and Bidder's Details

Request for Proposal No: \_\_\_\_\_

Name of Bidder: \_\_\_\_\_

Authorised signatory: \_\_\_\_\_

Name of Authorised Signatory \_\_\_\_\_

Position of Authorised Signatory \_\_\_\_\_

By signing above the bidder hereby accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under this RFP.

**[Note to the Bidder: The Bidder must complete all relevant information set out below.]**

### CENTRAL SUPPLIER DATABASE (CSD) INFORMATION

Bidders are required to be registered on the Central Supplier Database (CSD) of National Treasury. Failure to submit the requested information may lead to disqualification. Bidders are therefore required to submit as part of this proposal both their CSD supplier number and CSD unique registration reference numbers below:

|                                      |  |
|--------------------------------------|--|
| Supplier Number                      |  |
| Unique registration reference number |  |

### BIDDING STRUCTURE

Indicate the type of Bidding Structure by marking with an 'X':

|                                       |  |
|---------------------------------------|--|
| Individual Bidder                     |  |
| Joint Venture/ Consortium             |  |
| Prime Contractor with Sub Contractors |  |
| Other                                 |  |

### REQUIRED INFORMATION

| If Individual Bidder:   |  |
|-------------------------|--|
| Name of Company         |  |
| Registration Number     |  |
| Vat registration Number |  |
| Contact Person          |  |
| Telephone Number        |  |
| Cellphone Number        |  |
| Fax Number              |  |
| Email address           |  |
| Postal Address          |  |
| Physical Address        |  |

| <b>If Joint Venture or Consortium, indicate the following for each partner:</b> |  |
|---|--|
| <b>Partner 1</b>  |  |
| Name of Company   |  |
| Registration Number   |  |
| Vat registration Number   |  |
| Contact Person  |  |
| Telephone Number  |  |
| Cellphone Number  |  |
| Fax Number  |  |
| Email address   |  |
| Postal Address  |  |
| Physical Address  |  |
| Scope of work and the value as a % of the total value of the contract           |  |
| <b>Partner 2</b>  |  |
| Name of Company   |  |
| Registration Number   |  |
| Vat registration Number   |  |
| Contact Person  |  |
| Telephone Number  |  |
| Cellphone Number  |  |
| Fax Number  |  |
| Email address   |  |
| Postal Address  |  |
| Physical Address  |  |
| Scope of work and the value as a % of the total value of the contract           |  |

| <b>If bidder is a Prime Contractor using Sub-contractors, indicate the following:</b> |  |
|---|--|
| <b>Prime Contractor</b>   |  |
| Name of Company   |  |
| Registration Number   |  |
| Vat registration Number   |  |
| Contact Person  |  |
| Telephone Number  |  |
| Cellphone Number  |  |
| Fax Number  |  |
| Email address   |  |
| Postal Address  |  |
| Physical Address  |  |

| <b>Sub contractors</b>                                       |  |
|--|--|
| Name of Company  |  |
| Company Registration Number                                  |  |
| Vat registration Number                                      |  |
| Contact Person   |  |
| Telephone Number   |  |
| Cellphone Number   |  |
| Fax Number   |  |
| Email address  |  |
| Postal Address   |  |
| Physical Address   |  |
| Subcontracted work as a % of the total value of the contract |  |

## Annexure 2: Tax Compliance Requirements

---

| <b>1. TAX COMPLIANCE REQUIREMENTS</b>   |  |  |
|---|--|--|
| 1.1   | BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.   |  |
| 1.2   | BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.                                  |  |
| 1.3   | APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA. |  |
| 1.4   | BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.   |  |
| 1.5   | IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.  |  |
| 1.6   | WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.  |  |
| <b>2. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>  |  |  |
| 2.1   | IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?  | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 2.2   | DOES THE BIDDER HAVE A BRANCH IN THE RSA?  | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 2.3   | DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?   | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 2.4   | DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA?  | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 1.3 ABOVE. |  |  |
| SUPPLIER COMPLIANCE STATUS  | TAX COMPLIANCE SYSTEM PIN:   |  |

## Annexure 3: Bidder's Disclosure

---

### 1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

### 2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest <sup>1</sup> in the enterprise,

employed by the state?

**YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

| Full Name | Identity Number | Name of State institution |
|-----------|-----------------|---------------------------|
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....  
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....  
.....

---

<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

### 3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read, and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement, or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements, or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder

<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

## Annexure 4: Shareholders and Directors Information

[Note to the bidder: the bidder must complete the information set out below. If the bidder requires more space than is provided below it must prepare a document in substantially the same format setting out all the information referred to below and return it with Returnable Schedule 2.]

#### **4.1 Shareholders/ Members**

**Note: The bidder must also attach the detailed Company/ Group Structure where relevant.**

#### 4.2 Black Shareholders/ Members as per the B-BBEE Certificate

**4.3 Directors**

| Name of the shareholder | ID Number | Race | Gender |
|-------------------------|-----------|------|--------|
|                         |           |      |        |
|                         |           |      |        |
|                         |           |      |        |
|                         |           |      |        |
|                         |           |      |        |
|                         |           |      |        |
|                         |           |      |        |
|                         |           |      |        |
|                         |           |      |        |
|                         |           |      |        |
|                         |           |      |        |

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED ABOVE IS CORRECT.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder

## **Annexure 5: Response Format for Section 2**

## **Bidder's Experience and the proposed Project Team**

## Request for Proposal No:

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---

Name of Bidder:

---

www.english-test.net

Authorised signatory:

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Page 10 of 10

[Note to the Bidder: The bidder must complete the information set out below in response to the requirements stated in Section 2 of this bid document. If the bidder requires more space than is provided below it must prepare a document in substantially the same format setting out all the information referred to below and return it with this Returnable Schedule 3.]

**The bidder must provide the following information:**

**Table (a) Details of the bidder's experience and understanding of the dtic's objectives on Industrial Development and the dynamism of the Electrotechnical sector, specifically the electronics industry (please refer to Section 2 par 11.1.1):**

**Table (b) Details of the bidders' proposed Team Leader:** (please refer to par 11.1.3 of Section 2 of this RFP document):

| Reference Name | Electronics Industry or Electrotechnical Sector | Role / Duties in this Project | Qualification | Relevant Project Experience                 |                     |
|----------------|---|-------------------------------|---------------|---|---------------------|
|                |   |                               |               | Project description, Client, Project period | Experience in Years |
|                |   |                               |               |   |                     |
|                |   |                               |               |   |                     |
|                |   |                               |               |   |                     |
|                |   |                               |               |   |                     |
|                |   |                               |               |   |                     |

**Table (c) Details of the key personnel of the bidders' Proposed Team: (please refer to par 11.1.4 of Section 2 of this RFP document):**

## Annexure 6: BEE Commitment Plan

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The IDC encourages existing vendors and prospective bidders to support the objectives of B-BBEE and as far as possible strive to improve their B-BBEE contribution status. For bid evaluation purposes, bidders are allocated points in terms of a preference point system based on the Specific Goals which requires the bidder to have a valid B-BBEE certificate or a sworn affidavit in case of a EME or QSE.

Bidders are therefore required to submit a B-BBEE improvement plan in view of the new B-BBEE Codes of Good Practice. Bidders must indicate the extent to which their ownership, management control, employment equity, preferential procurement and enterprise development will be maintained or improved over the contract period in the event that they are successful in this bid process.

## Annexure 7: Disclosure Statement

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**In terms of the tender condition 8.6, which allows the IDC to conduct background checks on bidders and its shareholders and directors, the IDC hereby requires bidders to provide the following additional information:**

- 7.1 The IDC considers the integrity of its appointed service providers to be of critical importance. The IDC reserves the right to disqualify from further consideration, any bidder whose integrity, based on past conduct (during the 5 years immediately preceding the bid submission date), it considers questionable.
- 7.2 To this end, the IDC requires each bidder to include in its bid, a disclosure statement which details the following (with sufficient information and supporting documentation for the IDC to make its own assessment as to the materiality or seriousness of allegations regarding the bidder's integrity or conduct):
  - 7.2.1 any criminal charges made against the bidder or any of its directors, shareholders, or management officials regarding their professional conduct;
  - 7.2.2 any civil proceedings initiated against the bidder or any of its directors, shareholders, or management officials regarding their professional conduct; and
  - 7.2.3 any other enquiry or similar proceedings initiated or threatened against the bidder or any of its directors, shareholders, or management officials regarding their professional conduct.
- 7.3 Where the bidder is a consortium, the disclosure statement referred to in paragraph 7.2 above must be made separately in respect of each consortium partner.
- 7.4 In the event that the bidder's circumstances change, after submission of its bid, regarding any matter referred to in paragraph 7.2 above or regarding any matter referred to in its disclosure statement, the bidder must submit a written notification to IDC indicating the nature and extent of such changed circumstances.
- 7.5 The IDC reserves the right to seek such additional information from any bidder, in respect of the disclosure statement referred to in paragraph 7.2 above, as it may, in its sole discretion, determine, whether such information has been requested under this RFP or otherwise, and may require the bidder to make oral presentations for clarification purposes or to present supplementary information, in respect of the disclosure statement if so required by the IDC.
- 7.6 Based on its own assessment of the contents of the bidder's disclosure statement and any publicly available information which is relevant to the contents of such disclosure statement, the IDC will decide whether the bidder's conduct or any allegations relating thereto pose a risk, reputational or otherwise, to the IDC; and if it reaches an adverse conclusion the IDC will in its sole discretion have the right to disqualify a bidder from further participation in the tender process. Disqualification on this ground may be done at any stage in the bid evaluation process prior to contract award.

## Annexure 8: Privacy & Protection of Personal Information Act 4 of 2013 Requirements

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|                          |  |
|--------------------------|--|
| Request for Proposal No: |  |
| Name of Bidder:          |  |
| Authorised signatory:    |  |

Protecting personal information is important to the Industrial Development Corporation (IDC). To do so, IDC follows general principles in accordance with applicable privacy laws and the Protection of Personal Information Act 4 of 2013 (POPIA).

IDC's role as a responsible party, is amongst others to process personal information for the intended purpose for which it was obtained and in line with legal agreements with its respective/ prospective clients, third parties, suppliers, and operators.

Who is an Operator? A person or body/ entity which processes personal information for the IDC in terms of a contract or mandate.

Who is a Supplier? a natural or juristic person that provides a product or renders a service to the IDC. A supplier could also be considered as an operator, an independent responsible party or (together with IDC) a joint responsible party.

If the supplier or business partner provides IDC with its related persons' personal information, the supplier or business partner warrants that the related persons are aware of and have consented to the sharing and processing of their personal information with/by IDC. IDC will process the personal information of related persons as stated under a contractual agreement or as required by any related legislation.

Examples of the personal information of the supplier or business partner where relevant may include (but are not limited to): financial information, including bank statements provided to the IDC; · invoices issued by the supplier or business partner; the contract/ legal agreement between the IDC and the supplier or business partner; other identifying information, which includes company registration numbers, VAT numbers, tax numbers and contact details; marital status and matrimonial property regime (e.g. married in community of property); nationality; age; language; date of birth; education; financial history; identifying numbers (e.g. an account number, identity numbers or passport numbers); email address; physical address (e.g. residential address, work address or physical location); information about the location (e.g. geolocation or GPS location); telephone numbers; online and other unique identifiers; social media profile/s; biometric information (like fingerprints, facial recognition signature; race; gender; sex; criminal history).

Example of Special personal information is personal information about the following: · criminal behaviour, or any proceedings in respect of any offence allegedly committed by a data subject or the disposal of such proceedings; religious and philosophical beliefs; trade union membership; political beliefs; health, including physical or mental health, disability, and medical history; or biometric information (e.g., to verify identity).

## RESPONSIBILITIES OF SUPPLIERS AND BUSINESS PARTNERS WHO ARE OPERATORS UNDER POPIA

Where a supplier or business partner, in terms of a contract or mandate, processes personal information for the IDC and is considered an operator of the IDC, the supplier or the business partner will be required to adhere to the obligations set out in the IDC data privacy or POPIA policy. This policy sets out the rules of engagement in relation to how personal information is processed by suppliers and business partners on behalf of the IDC as well as the minimum legal requirements that IDC requires the suppliers and business partners to adhere to, including compliance with POPIA as summarised in the below table.

| Item | GUIDING CONDITIONS FOR PROCESSING PERSONAL INFORMATION  | Yes                             | No                             |
|------|---|---------------------------------|--------------------------------|
| 8.1  | <b>Accountability</b><br>The respective clients, third parties, suppliers and operators and its members will ensure that the provisions of POPIA, the guiding principles outlined in the policy and all the measures that give effect to such provisions are complied with at the time of the determination of the purpose and means of the processing and during the processing itself. In the event that an employee of the IDC or any person acting on behalf of the corporation who through their intentional or negligent actions and/or omissions fail to comply with the principles and responsibilities outlined, proper corrective measures will be applied. | Yes<br><input type="checkbox"/> | No<br><input type="checkbox"/> |
| 8.2  | <b>Processing Limitation</b><br>The respective clients, third parties, suppliers and operators and its members will ensure that information is only processed for the justifiable reason and processing is compatible with the purpose of the collection.   | Yes<br><input type="checkbox"/> | No<br><input type="checkbox"/> |
| 8.3  | <b>Purpose Specification</b><br>All respective clients, third parties, suppliers and operators and its members will process personal information only for specific, explicitly defined, and legitimate reasons. The respective clients, third parties, suppliers and operators will inform IDC of reasons prior to collecting or recording their PI.  | Yes<br><input type="checkbox"/> | No<br><input type="checkbox"/> |
| 8.4  | <b>Further Processing Limitation</b><br>Personal information will not be processed for a secondary purpose unless that processing is compatible with the original purpose. Thus, where the respective clients, third parties, suppliers and operators seek to process personal information it holds for a purpose for which it was originally collected, and where this secondary purpose is not compatible with the original purpose, respective clients, third parties, suppliers and operators will first obtain additional consent from the IDC.  | Yes<br><input type="checkbox"/> | No<br><input type="checkbox"/> |
| 8.5  | <b>Information Quality</b><br>The respective clients, third parties, suppliers and operators will take reasonable steps to ensure that all personal information collected is complete, accurate and not misleading. Where PI is collected or received from third parties, the respective clients, third parties, suppliers and operators will take reasonable steps to confirm that the information is correct by verifying the accuracy of the information directly with the data subject or by way of independent sources.  | Yes<br><input type="checkbox"/> | No<br><input type="checkbox"/> |
| 8.6  | <b>Open Communication</b><br>Reasonable steps will be taken by the respective clients, third parties, suppliers and operators to ensure that the IDC is notified of the purpose for which the information is being collected, used, and processed.  | Yes<br><input type="checkbox"/> | No<br><input type="checkbox"/> |

| Item | GUIDING CONDITIONS FOR PROCESSING PERSONAL INFORMATION   | Yes                             | No                             |
|------|--|---------------------------------|--------------------------------|
| 8.7  | <b>Security Safeguards</b><br>It is a requirement of POPIA for responsible parties, business partners and operators to adequately protect personal information. IDC will need to review suppliers or business partner security controls and processes to ensure that personal information is compliant with the conditions of the lawful processing of personal information as set out in the POPIA. This would be a continuous monitoring and review that will be conducted by the IDC at its discretion. | Yes<br><input type="checkbox"/> | No<br><input type="checkbox"/> |
| 8.8  | <b>Data Subject Participation</b><br>A data subject whose PI has been collected, stored, and processed by the respective clients, third parties, suppliers and operators must have communication channels to attend to may request for the correction or deletion of such information.   | Yes<br><input type="checkbox"/> | No<br><input type="checkbox"/> |

I, \_\_\_\_\_ (print name) hereby certify that the information, facts and representations are correct and that I am duly authorized to sign on behalf of the company.

Name of Company/ Entity: \_\_\_\_\_

Company/ Entity Registration Number: \_\_\_\_\_

Company/ Entity VAT Registration Number: \_\_\_\_\_

\_\_\_\_\_  
Signature (Company/ Entity Representative)

\_\_\_\_\_  
Date